**Tender Response**

|  |  |
| --- | --- |
| **Company Name** |  |
| **Legal status (charity, Ltd company etc)** |  |
| **Company/ charity number** |  |
| **Registered address** |  |
| **Correspondence address if different** |  |
| **Main phone number** |  |
| **Contact Name** |  |
| **Position** |  |
| **Contact email** |  |
| **Contact phone** |  |
| **Alternative contact name and details** |  |

|  |  |
| --- | --- |
| **Please answer the below questions, the responses of which will be taken into consideration within the final evaluation process:** | |
| 1. **Your organisation is willing and able to provide the following policies:**   **safeguarding/ equality and Diversity/ health and safety/ GDPR compliant data protection policy/ whistleblowing/ Public liability/ Professional indemnity & Employers liability** | Yes/No |
| 1. **Does your organisation have risk assessments in place to work with vulnerable groups?** | Yes/No |
| 1. **Your organisation confirms that you have the resources and financial management systems to successfully operate the contract.** | Yes/ No |
| 1. **Please enter details of accrediting bodies and professional accreditations (eg Matrix)** |  |

**Please see the below table which highlights the allocation of scores to the remaining questions:**

|  |  |
| --- | --- |
| **All questions will be marked with the following criteria** | **Criteria responses** |
| * **Is this organisation providing value for money?** * **Does the organisation provide the skills required for this tender?** * **Does this organisation provide a quality service, which is suitable for this tender?** * **Is this organisation able to provide the support required for Game Changer young people?** | * **80-100% points awarded to responses which meets all of the criteria** * **50-80% points awarded to responses that cover half of the criteria listed** * **0-50% points awarded to responses which cover an element of the criteria listed** |

|  |
| --- |
| **Please provide an outline of your organisation and its core values (350 words)** |
|  |

|  |  |
| --- | --- |
| **Please provide details of your past 3 most successful contracts/ grants in the provision of employability skills, functional skills, personal development etc relevant to Game Changer programme and if/how you exceeded contract outcomes.** | |
| Name of contract/ dates, contracting organisation and confirmation of the organisations role (primary lead or sub-contractor) | Description of services and performance |
|  |  |

|  |  |
| --- | --- |
| **Please provide details of your least well performing relevant programme in last 3 years:** | |
| Name of contract/ dates and contracting organisation | Description of services and performance and corrective action taken |
|  |  |

|  |
| --- |
| **Please provide details of your approach to delivering the commissioned work to include the content of planned activity, timescales, personnel levels and experience (1200 words) scored /40** |
|  |

|  |
| --- |
| Please provide details of expected number of participants for engagement, geographies covered within the contract value. This should include whether participants will be recruited from existing programmes being delivered, or sources of new recruitment (500 words) |
|  |

|  |
| --- |
| Please detail the personal development opportunities you provide and how you would structure and evidence someone’s functional skills progression and demonstrate added value. Please provide real examples/case studies if able (500 words) score /20 |
|  |

|  |
| --- |
| **Please evidence your ability to provide accredited basic skills provision, what units/ qualifications and to what levels? (600 words) scored /30** |
|  |

|  |
| --- |
| **Please provide two organisational references** |
|  |

|  |
| --- |
| **The successful tenderer will be expected to provide the following policies:**    GDPR Compliant Data Protection Policy  Whistleblowing  Anti-fraud  Health and Safety Policy  Environmental Sustainability Policy  Equality and Diversity Policy  Copy of Employers Liability Insurance Certificate  Copy of Public Liability Insurance Certificate |

I confirm that all details in this form are true, complete and accurate

Signed

Date

I have enclosed tender response: yes/ no

I have enclosed profile document: yes/ no

**Rolling tender deadlines for submissions: First round of submission deadline 6th April 2021. Applications received after 6th April 2021 will be reviewed again on 30th April & 28th May 2021. \*\*\*\*\*\*\*\*\*\*\*\*.**

Please return all completed documents to [louisa.luke@realideas.org](mailto:louisa.luke@realideas.org)